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15 January 1988

## MEMORANDUM FOR THE RECORD

FROM: David D. Gries   
Director of Congressional Affairs

SUBJECT: Legislation Group Meeting on 15 January 1988

Will Ball chaired. Also attending were Margo Carlisle, Bill Shepherd, Ed Fox, Steve Steiner, Pam Turner, Dave Addington, Alison Fortier, and myself.

Ball raised the coordination issue. We are asked to continue and improve transmission of information on INF briefings and hearings to Fortier. I asked that she in turn circulate to us a composite schedule showing the INF commitments of all agencies.

Agencies receiving letters to principals on INF matters are often handling them unilaterally, without coordination with other Agencies or the White House. Ball asked that such incoming letters be sent to Fortier in the same fashion that requests for briefings and hearings are sent.

The four briefing teams will strut their stuff to the Negro ponte group next week. Similarly,  25X1 will be asked to present its briefing to the Legislation Group next Wednesday. (Note: Michelle, please notify  25X1 The time has not yet been determined.)

After the Congress reconvenes, Ball will arrange four mass briefings for interested Hill staffers. The four teams will sequentially brief their message. The aim is to get out a single version of the Administration's position and hopefully to cut down the number of requests for individual briefings.

D/OCA  (15 Jan 88)

25X1

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